

CITY OF MILPITAS  
COMMUNITY ADVISORY COMMISSION  
MILPITAS CITY HALL COMMITTEE MEETING ROOM  
UNAPPROVED MINUTES  
April 22, 2004

**I.  
Call to Order  
and Roll Call**

Chair Illoreta called the meeting to order at 6:45 p.m. A quorum of Commissioners Cook, Mohsin, Ranker, and alternate Queenan were present.  
Commissioner Lee arrived at 7:01 p.m.  
Alternates present: Queenan  
Absent: Commissioners Abelardo, and Robinson  
Absent Alternates: Fang, Lind, and Luna

**II.  
Seating of  
Alternates**

Alternates seated: Michael Queenan was seated to form a quorum.

**III.  
Pledge of  
Allegiance**

Chair Illoreta led the Pledge of Allegiance.

**IV.  
Approval of  
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Cook, Ranker

Ayes: 5

**V.  
Approval of  
Minutes**

MOTION to approve the minutes of April 7, 2004.

Commissioner Mohsin requested that the minutes reflect he was present, not absent.

M/S: Mohsin, Cook

Ayes: 5

**VI.  
Announcements**

Tambri Heyden, Acting Director of Planning and Neighborhood Services, reported that the Global Village event is part of the Commission's Work Plan. The event is scheduled for May 1<sup>st</sup> from 11:00 a.m. to 4:00 p.m. She reminded Commissioners of the e-mail recently sent out which requested a total of four CAC volunteers for the event. Commissioners Cook and Mohsin volunteered.

Ms. Heyden announced that another item on the Commission's Work Plan is National Neighborhood Night Out. The City Clerk had asked if the CAC would be recommending a date for this event to take place. Councilmember Polanski stated last year, CAC suggested another date for the Milpitas event because National Neighborhood Night Out always occurs on the same night in August as the City Council meetings. Ms. Heyden asked the Commissioners to begin thinking about a date and their level of participation in this upcoming event.

**VII.  
Citizens' Forum**

Chair Illoreta invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.  
Liaison Reports**

- A. City Council** Under approval of the Agenda, the standing item was postponed to the next regular CAC meeting May 5, 2004.

**IX.  
New Business**

**a. Ethics Code Preparation Workshop #3**

Ms. Heyden reported that this is the third of four workshops being held to prepare a draft ethics code for City Council review in May and adoption in June. She recognized the various groups represented which included Council Member Polanski, commissioners, senior staff, and the general public. She thanked everyone who had attended previous workshops and welcomed newcomers (see attached attendance sheet). Ms. Heyden then introduced Dr. Shanks, the city's ethics consultant and Dr. Philip Riley, also hired by the city to assist with the code preparation workshops. Dr. Shanks thanked staff for the work they have done thus far to keep this project moving. He then requested that participants introduce themselves to one another.

Dr. Shanks informed the group of how the evening would proceed. Results from Workshop #2 held on 4/7/04 are to be reviewed and tonight's participants would then work to refine the descriptions. Participants will review what the values really look like, what the core behaviors are and traits for each of the six values. They then would draft some of the representative behaviors. The work completed to date has begun to provide the descriptions of what the code will look like for those whom the code is being written. The group includes elected and appointed officials, city management, department heads, and candidates for public office. Dr. Shanks explained that a real world ethical test case would be given to each of the six work groups and participants would be requested to see what the value designated for their workgroup would say about this test case and how to resolve it. At the end of the workshop, the groups would present to each other the descriptions written, and would be asked if there is consensus that they could live with each one of these values and the descriptions, before the project moves into the final workshop on May 5<sup>th</sup>.

The workshop began with a warm-up/ice breaker exercise wherein participants were asked a series of ethics-related questions.

Before breaking into 6 work groups, Dr. Shanks reminded participants that, while working on the task at hand, the question to ask is: "when we are at our best in our treatment of citizens and each other, what are the characteristics; what are the character traits that we display?" "What are our values when we are at our best?" Dr. Shanks reviewed the single page handout that included all six values, values in the cluster, and descriptions, which are the most current information after the 2 previous workshops and the Citizen's Survey. The six values are: honesty, respect, fairness, accountability, collaboration, and stewardship. Participants took a few minutes to review the current information to see if it is the best description of what the group can come up with.

In response to a question regarding the two values Fiscal Responsibility and Vision, Dr. Shanks reported that at the last workshop, the group agreed that vision is not something that could be required of everyone; but that it should be a characteristic of the organization. Therefore, the consensus at workshop #2 was to combine former value #7 Fiscal Responsibility, and former value #8 Vision, with current value #6, Stewardship.

Participants broke into 6 work groups, to begin the task as described above by Dr. Shanks. Dr. Shanks requested that those who participated in the last workshop choose a different value to work on this evening.

Upon reconvening the group, a representative from each group was asked to present their group's work for the benefit of all participants (see attached final worksheets from each group.) The work group for value #5, Collaboration, explained why they changed the cluster name to Teamwork.

The general consensus was that the 6 core values, which were edited tonight, are the ones the City of Milpitas should go forward with. Dr. Shanks asked if anyone disagreed or had any comments. Two persons did not totally agree; one person felt that vision is very important and another spoke about the importance of nurturing people, the greatest resource. One of the Stewardship work group members indicated that the concern about nurturing people is addressed in the description of Stewardship.

Dr. Shanks concluded the workshop with a preview of the work to be done at the next workshop to be held on May 5, 2004. He referred to a document in this evening's packet, which is the adopted, voluntary, California State Code of Fair Campaign Practices. This voluntary code is given to candidates for state office and it is up to the individual whether they sign it or not.

A homework assignment was mentioned and is in the form of a question that will be discussed and resolved at the last public workshop on May 5<sup>th</sup>. The question is: "Is the code which we have been writing specific enough for candidates?" Dr. Shanks indicated there are two choices on how to proceed. 1) Adopt the sample in this evening's packet or 2) take our newly developed code and specify what each of those items look like and what it does not look like during campaigns.

Dr. Shanks thanked participants for a successful workshop.

**b. Subcommittee/Task Force Status Reports 9:00 p.m.**

Subcommittee members confirmed there were no reports to be given.

Neighborhood Preservation (Lee, Mohsin, Queenan, and Robinson)

Mayor's Term Length (Lee, Mandal, Mohsin and Pham)

50<sup>th</sup> Year Anniversary (Mohsin, Mandal and Lind)

Ethics (Abelardo, Lind, Ranker, and Robinson)

Tree Ordinance/Heritage Tree Program (Iloreta, Lee and Cook)

Tree Decorating Celebration (Abelardo, Cook, Pham, Robinson)

**XI.  
Adjournment**

MOTION to adjourn the meeting at 9:05 p.m. to the May 5, 2004 meeting that will begin at 6:45 p.m.

M/S: Ranker, Abelardo

Ayes: 5

Respectfully submitted,

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